



Addendum #1

Date: October 21, 2016

Science Applications International Corporation (“SAIC”)

Request for Quote

City of Memphis – FY17 Firewall Replacement-Palo Alto Equipment

RFQ # SAIC CoM 2016 –MC R193434

RFQ Issue Date: October 18, 2016

Addendum 1 RFQ Response Date: November 4, 2016

TO ALL POTENTIAL BIDDERS:

This Addendum, including all articles and corrections listed below, shall become a part of the original solicitation package and shall be taken into account in preparing your bids.

In order to ensure that all bidders are given an equal opportunity to submit a competitive bid, Addendum #1 has been issued to delete and replace with the following section language:

3) SCHEDULE OF ACTIVITIES

RFQ Timeline

The estimated timeline for this RFQ is set forth below. SAIC reserves the right to modify or update this schedule at any point in time. SAIC asks that Bidder make personnel available to participate in the evaluation processes and any contract negotiators who have authority to bind Bidder.

SAIC may conduct interviews with finalists. However, SAIC is not obligated to interview finalists.

In no event shall the deadline for submission of the proposal be changed except by written modification by SAIC, which will be published in the same manner as this RFQ. Late submissions will not be considered.

Activity	
Distribution of RFQ	October 18, 2016
Deadline for Questions by 2:00 p.m. C.S.T.	October 21, 2016
Answered Questions Posted by 5:00 p.m. C.S.T.	October 26, 2016
Submittal Due (Mandatory) by 2:00 p.m. C.S.T.	November 4, 2016

RESPONSES TO THIS RFQ MUST BE RECEIVED BY SAIC NO LATER THAN 2:00 PM CENTRAL STANDARD TIME (C.S.T.) ON THE DATE IDENTIFIED ABOVE -“SUBMITTAL DUE (MANDATORY)”. Bidders are encouraged to plan on early submittal, to ensure compliance. Bidders who do not meet the deadline will be disqualified. Proposals submitted after the deadline or which state that information will be provided ‘at a later date’, or which are otherwise incomplete or fail to comply with the requirements set forth in this RFQ will be disqualified from participation. Proposals may not be amended after the submission deadline.

8) EQUAL BUSINESS OPPORTUNITY (EBO) REQUIREMENTS

Equal Business Opportunity (EBO) Program

This contract will be subject to the requirements of the City of Memphis Ordinance #5384 which establishes the Equal Business Opportunity (“EBO”) Program. It is up to the Respondent to ensure that all requirements of this ordinance are met. The Ordinance may be accessed on the City’s website at www.memphistn.gov under “Doing Business”. The intent of the EBO Program is to increase the participation of locally owned minority and women owned business enterprises (“M/WBE”) in the City’s purchasing activities. Toward achieving this objective, the M/WBE participation goal for this solicitation is **50%**. The percentage of M/WBE participation is defined as the dollar value of subcontracts awarded to certified minority and/or women business enterprises divided by the total proposed base bid amount.

Eligible M/WBE Firms

To qualify as a M/WBE firm, per the requirements of City of Memphis Ordinance #5384, a firm must be included on the City’s list of certified M/WBE firms. One or a combination of several M/WBEs may be utilized to meet the established goal of **50%**. A list of the City’s eligible MWBE firms can be found at www.memphistn.gov under “Doing Business with the City”.

Requests for verification must be submitted to the Office of Business Diversity & Compliance listed below:

Office of Business Diversity & Compliance

City of Memphis – Finance Division

Attn: Joann Massey, Director

125 North Main Street, Suite 546

Memphis, TN 38103

Phone: (901) 636-6210 Fax: (901) 636-6560

Email: Joann.Massey@memphistn.gov

11: AWARD

Upon review and confirmation of meeting the M/WBE goal of 50% or more, the single most important evaluation criterion is low price, technically acceptable. The award will be made to the responsible and responsive Offeror complying with all the provisions of the RFQ/P, provided the offered price is reasonable and is in the best interest of Buyer. The Buyer reserves the right to reject the offer of an Offeror who has previously failed to perform properly or complete on time, contacts of similar nature, or the offer of an Offeror who, under investigation shows is not in position to perform the order.

EXHIBIT 2 – EBO PROGRAM COMPLIANCE FORM and GOOD FAITH EFFORT DOCUMENTATION FORM’s (attached below) are applicable to the RFQ and are required documents.

All other terms and conditions remain the same.

City of Memphis
RFQ # SAIC CoM 2016 –MC R185593
Response Accepted At: ATTN: SAIC Kelli M. Werkmeister
c/o City of Memphis, ITS
119 S. Main Street, Ste. 200
Memphis, TN 38103
E-Mail Inquiries and Responses Accepted At: City_of_Memphis_Bids@saic.com



EXHIBIT 2 – EBO PROGRAM COMPLIANCE FORM

CITY OF MEMPHIS

EQUAL BUSINESS OPPORTUNITY PROGRAM COMPLIANCE FORM

PROJECT TITLE: City of Memphis- FY17 Firewall Replacement – Palo Alto Equipment

Project M/WBE GOAL: 50%

The following sections must be completed by Vendor. A certified subcontractor or supplier is defined as a firm from the list of certified firms provided with this specification.

Bidder's Name

Section A - If the Vendor is a certified firm, so indicate here with a check mark.

_____ MBE _____ WBE

Section B - Identify below those certified firms that will be employed as subcontractors or suppliers on this project. By submitting this bid, the Vendor commits to the use of the firms listed below.

\$ = Show the dollar value of the subcontract to be awarded to this firm

% = Show the percentage this subcontract is of your base bid

M/WBE = Show by inserting an M or W whether the subcontractor is an MBE or WBE

\$ / %	M/WBE	SERVICE	CERTIFIED SUBCONTR. NAME, ADDRESS, TEL. #

Total	\$	%
MBE		
WBE		

THIS FORM and SUPPORTING DOCUMENTATION MUST BE SUBMITTED WITH THE BID OR THE BID WILL BE CONSIDERED NON-CONFORMING.



CITY OF MEMPHIS

GOOD FAITH EFFORT DOCUMENTATION FORM

To The Honorable Mayor City of Memphis, Tennessee

From:

VENDOR NAME _____

PROJECT TITLE: City of Memphis - FY17 Firewall Replacement – Palo Alto Equipment

Enclosed please find the required documents:

Said Bidder ____ did / or ____ did not attend the project pre-bid meeting.

*Copies of all written notification to City of Memphis M/WBE listed firms. (Please attach list of all firms notified, detail how they were notified and when).

Said Bidder ____ did / or ____ did not select economically feasible portions of the work to be performed by M/WBE firms.

*List all M/WBE firms with which negotiations took place. (Attach list. If no negotiations were held, please state so.) Provide names, addresses, and dates of negotiations.

*Statement of efforts to assist M/WBE firms, with bonding, insurance, financing, or with document review. (Attach list. If no assistance was provided, please state so.)

The Bidder ____ did / or ____ did not use all M/WBE quotations received. If the Bidder did not use all M/WBE quotations received, list on attached sheets, as required as to the reasons those quotes were not used.

*List (on attached sheets as required) all M/WBE firms contacted that the Vendor considered not to be qualified, and a statement of the reasons for the Vendor's conclusions. If no firms were found to be non-qualified, please state so.

THIS SIGNED FORM AND REQUESTED DOCUMENTATION (noted by an asterisk ‘*’) MUST BE SUBMITTED WITH THE BID IF THE BIDDER DOES NOT MEET THE REQUIRED M/WBE PROJECT GOAL. IF REQUESTED DOCUMENTATION IS NOT SUBMITTED THE BID WILL BE CONSIDERED NON-CONFORMING.

Contractor's Name

Signature

Printed or Typed Name and Title